

Community Services and Recreation

DRAFT MINUTES/APPROVED

To: Community Services Commission Members

From: Edward J. Swinkoski, Director of Community Services and Recreation

Re: Commission Meeting, May 3, 2016

Meeting was called to order at 5:28pm.

Attendance:

Present: Ron Bathrick, Carole Franceschet, Donna Malley, Michael Nappe, Chris Orris,
Michelle Spader

Absent: Kristen Brandt

Staff: Michael J. Freda, First Selectman
Edward J. Swinkoski, Director of Community Services and Recreation
Carla Riccio, Secretary

1. Election of Officers:

First Selectman Michael Freda was present to address three orders of business: entertaining a nomination for Chairman, Vice Chairman and Secretary for the Community Services Commission. Michael Nappe made a motion to nominate Ron Bathrick as Chairman, seconded by Chris Orris. Donna Malley made a motion to nominate Carole Franceschet as Vice Chairman, seconded by Chris Orris. Chris Orris made a motion to nominate Donna Malley as Secretary, seconded by Carole Franceschet. All were in favor of each nomination.

2. Acceptance of Minutes of the meeting held on March 1, 2016:

Carole Franceschet made a motion to accept the Minutes of March 1, 2016, seconded by Donna Malley. All were in favor.

3. Correspondence:

None.

4. Old Business:

Project Graduation: Ron Bathrick provided a summary of efforts that he has made regarding this year's Project Graduation. He confirmed that he would be taking over the efforts for Project Graduation. He mentioned how he had met with the Rotary that morning to discuss ideas and possible plans for revamping things such as venue changes, as well as seek advice.

Mr. Bathrick reported that the North Haven High School PTA has agreed to take over the breakfast and raffle for this year and hopefully for the long term. He shared that he is working on acquiring raffle prizes. Regarding the funding, Nancy Leddy has indicated that she has successfully acquired enough donors to cover Quassy, the entertainment and transportation for this year's event. In the long run, the

goal of Mr. Bathrick is to get Project Graduation event to be self-funding. Project Graduation will take place June 13th.

Mr. Bathrick is also looking at how other Towns are running their events, their budgets and exploring other venue options. He will be meeting with Juniors and Seniors at the high school soon to discuss ideas of what the kids would want.

5. New Business:

Review of Nominations for Second Annual Community Services Recognition Award: Upon the March 31, 2016 deadline, 8 nominations were received. Nominees for Individuals nominated included: Terry Gagliardi, Jerry Dananberg, Theresa Ranciato-Viele and Grace Gavigan (2 nominations). One nomination received for Nominee Organization, McDonalds North Haven, care of John McKnight. Nominees for Youth included Julie Barron and Tyler Doyle.

Upon review of each of the nomination applications and a lengthy discussion, the Commission unanimously selected Terry Gagliardi as the individual recipient of the Community Services Recognition Award. Also chosen was McDonalds of North Haven (c/o John McKnight) as the recipient organization of the Community Services Recognition Award, and finally Julie Barron as the youth recipient of the Community Services Recognition Award. All were unanimously in favor.

Ron Bathrick will call Terry Gagliardi and Julie Barron to inform them of their award. Donna Malley will inform John McKnight. Carla Riccio will send a letter to each recipient to inform them of their award and invite them to the September 6, 2016 meeting where they will receive their certificate of recognition.

The Commission discussed other award options in lieu of the paper certificate that was given in years past). Ideas included presenting each recipient with a plaque, or one large plaque to be hung in the hall of the Annex building with recipient names added on a brass plate each year (for 15 years). Mr. Bathrick is currently working on the pricing options of these plaques. Additionally, Mr. Bathrick will run the idea by the First Selectman to see if he willing to present this annual award at the September meetings.

Lastly, the commission recognized the need to slightly revise the nomination form to clearly indicate not only the nominee, but also the nominating party. These proposed changes will be made for next year's nomination form. Nominating parties are required to provide their name; however there will be a checkbox where people can select if they prefer their information not be disclosed.

a. Director's Report:

Edward J. Swinkoski, Director of Community Services and Recreation

Community Services:

Energy Assistance: Mr. Swinkoski reported that the energy assistance season, originally scheduled to conclude on May 1st, has been extended to May 31st for any gas or electric heated households. Any resident who wish to apply must go to CAA in New Haven for their appointment. 170 applications were taken this energy season (10/1/15-5/1/16) compared to 248 last season.

Fuel Bank Monetary Donations: A donation of \$200.00 was made by the Apex Pharmacy, Hamden in April.

Food Bank Monetary Donations: A \$20.00 donation was made by resident Dan Riccio.

Food Donations: Mr. Swinkoski reported a food donation was made by resident, Carol Liquori in March. And in April, food donations were made by Pastor Mike Carbaugh, from Pond Hill Baptist Church, residents Lynne Krupa, Nicole Landolfi, Carol Cantley, Stacey Riccardi, Jane & Hannah Leamon, Steve Cifarelli and Betsy Scarpitti.

Additionally, 2 bins of food were collected during Max Sinoway Opening Day on April 30th.

Freezer donation for food bank: On March 9th, North Haven Fire Department donated a new 20 cu.ft. freezer for use in our food bank. 3 volunteer fire associations contributed funds and the Fire Department went to PC Richards and bought the unit. Now we will be able to successfully accommodate the large quantity of frozen turkeys and hams right in our food pantry, without having to rely on other people's storage spaces all over town.

Air conditioning unit installed: Superior Service Group installed a new air conditioning unit in the food bank in April, to replace the broken one.

Food Disbursements: Mr. Swinkoski reported that 26 families were served in March. And in April, 18 families were served (35 individuals) outside of the Thanksgiving meal distribution.

'Summer Vacation Food Drive': will run from June 5th-June 17th 2016. Kickoff for this drive will take place with a collection outside of Stop and Shop, 79 Washington Ave., on Sunday, June 5th from 9am-2pm. The goal is to collect a variety of kid friendly foods and snacks that they can enjoy over the months during their summer vacations. *A press release and flyer were distributed to the Commission.* Plans to promote this food drive include the press release to all the papers, the Town Facebook page, the Town website in the Announcements section; North Haven Fire Department will also be collecting food.

Counseling:

Mr. Swinkoski reported that Senior Clinician, Suzanne McColl is no longer working for North Haven Counseling. Suzanne's last day was on April 1st. There are currently 14 people on the waiting list who are interested in services. There will be outreach made to these clients, as well as offering them a chance to come in for a follow up appointment. Currently each clinician approximately 40-50 people.

Daycare:

Mr. Swinkoski reported that all 15 preschool slots are filled, with a waiting list of 8 applications for the Fall. Additionally, 22 out of 30 School age slots are filled, with no waiting list. They are currently advertising openings.

Youth Services:

Prescription Medication Takeback: Mr. Swinkoski reported on the results of the Prescription Medication Takeback (sponsored by the DEA) that had taken place on April 30th from 10:00am to 2:00pm at Fire Headquarters. A total of 5 boxes of unwanted prescribed medications (sans packaging) were collected. A total of 6,915 pills, tablets, capsules of a controlled substance were relinquished. Additionally, one morphine solution, 15 Fentanyl patches, and 5 bottles of liquid medications were collected. North Haven Police Department estimated the street value between \$75,000 and \$100,000.

b.) Finance Report:

Mr. Swinkoski distributed budget reports (ending April 2016) to the Commission for their review and welcomed any questions. 81.2% of the total departmental budget has been expended YTD.

Community Services: YTD snapshot of Community Services expenditures:
88.6% of budget expended YTD.

Welfare: YTD snapshot of Welfare expenditures:
42.4% of budget expended YTD.

Senior Center: YTD snapshot of Senior Center expenditures:
70.3% of budget expended YTD.

Additionally, reports of the Emergency Fund (Fund 204) and the Outreach Fund (Fund 304) (ending April 2016) were also distributed to the Commission for their review.

Outreach Fund (Fund 304): as of 4/30/2016:

Project Graduation: YTD Balance: \$16.66

Emergency Fund (Fund 204): as of 4/30/2016:

Food: YTD Balance \$8,645.64

Fuel: YTD Balance \$4,122.46

Misc: YTD Balance \$32,935.86

6. Public Comment:

None.

7. Adjournment:

Chris Orris made a Motion to Adjourn, seconded by Donna Malley. The meeting was adjourned at 6:18p.m. The next meeting will take place on Tuesday, September 6, 2016.